



Marichu Navarro &lt;marichu.navarro@lacity.org&gt;

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**Fwd: California Public Records Act Request**

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**Marichu Navarro** <marichu.navarro@lacity.org>  
Draft

Mon, Nov 7, 2016 at 4:01 PM

From: **Shelley Bookspan** <[shelley@shelleybookspan.com](mailto:shelley@shelleybookspan.com)>  
Date: Tue, Jun 21, 2016 at 9:15 AM  
Subject: California Public Records Act Request

Since I had no response at all, not even an acknowledgement, of my research inquiries from the individuals in the inspection part of your agency to whom I was referred, I re-contacted the City's records management department. Each individual department of the City, or division, has a designated records management coordinator who processes formal California Public Records Act requests. You are listed as the records management coordinator for the Bureau of Sanitation.

I am, therefore, making a formal CAPRA request for access to all Bureau of Sanitation **Inspection records for the years 1986 and 1987**. It is likely that the appropriate boxes are stored with the City's records manager at the downtown storage facility. Jackie Middleton there is the contact for you to help identify the correct boxes that may contain the desired records. I am more than able to conduct research in those boxes myself, once they are identified; I will happily do so under the watchful gaze of the records manager.

Thank you in advance. Shelley Bookspan

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